

UTAH DEPARTMENT OF TRANSPORTATION (UDOT)

BRIDGE COLLISION & EMERGENCY REPAIRS POOL

REQUEST FOR QUALIFICATIONS (RFQ)

**GENERAL CONTRACTOR & ENGINEERING SERVICES
FOR**

COLLISION STRUCTURE EMERGENCY REPAIRS

(Electronic Submittal of Statement of Qualifications Required)

NEW POOL PERIOD

JULY 1, 2009 – JUNE 30, 2011

Revised March 19, 2009

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POOL RFQ REQUIREMENTS SUMMARY

Project

UDOT's General Contracting and Engineering Services Pool for Bridge Collision and Emergency Repairs to structures to be used on an "as needed" basis.

Location

Statewide Work.

Requested Services

General Contractor and Engineering Services for repairs to structures resulting from collisions or other damage to UDOT structures statewide.

Sources of Funding

Federal, Local, State or Other.

RFQ Advertisement Publication Dates

Saturdays, March 28, 2009 & April 4, 2009

RFQ Availability (Website)

Monday, March 30, 2009.

RFQ Pool Updates

It is the responsibility of the Contractor to become a "Subscriber" to the "Consultant Services Updates." Subscribe via the UDOT website <http://www.udot.utah.gov/go/subscriptionlist>.

If there are any changes affecting this Request for Qualifications, notice will be sent out via an email through the Consultant Services Update Service.

Statements of Qualifications (SOQ) Submittal Deadline

Monday, April 27, 2009 before 11:00 a.m.

Any SOQ received after 11:00 a.m. on April 27, 2009 will be considered non-responsive and will be disqualified. It is the Contractor's responsibility to ensure the SOQ is **received** by Consultant Services prior to the deadline.

Electronic SOQ Submittal Required

- 1) Submit one electronic PDF file of the SOQ by email to Gaye Hettrick, Consultant Services Manager and RFQ Administrator, at ghettrick@utah.gov prior to the deadline.
- 2) If an email is submitted without the attachment, the submittal will be considered non-responsive.
- 3) If for some reason you are unable to email your submittal, a CD with one SOQ PDF file delivered to Consultant Services by the deadline, will be accepted.

Selection Team Meeting

Tuesday, May 19, 2009

RFQ Results Notification

Tuesday, June 30, 2009 or earlier if time allows.

New Pool Period

July 1, 2009 – June 30, 2011, with the option to extend to June 30, 2012.

RFQ Administrator

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Project Administrator

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SELECTION SCHEDULE

| Date | Day | Action |
|---------|-----------|---|
| 3/28/09 | Saturday | Advertisement of Pool RFQ in newspapers |
| 3/30/09 | Monday | Posting of Pool RFQ on UDOT website |
| 4/4/09 | Saturday | 2 nd Advertisement of Pool RFQ in newspapers |
| 4/27/09 | Monday | Pool Statements of Qualifications are due by 11:00 a.m. |
| 5/13/09 | Wednesday | Scores Due from Selection Team Members to Consultant Services |
| 5/19/09 | Tuesday | Pool Selection Team Meeting |
| 6/30/09 | Tuesday | Qualified Pool List will be posted this day or earlier. |

ADVERTISEMENT

NOTICE OF CONTRACTOR SERVICES

The Utah Department of Transportation (UDOT) is seeking the services of contractors for general and/or specific construction and engineering services for collision and emergency repairs to structures on UDOT highways statewide. A Pool of General Engineering Contractors will be selected for the UDOT Bridge Collision & Emergency Repairs Pool for future use on an "as-needed" basis.

The Request for Qualifications will be available Monday, March 30, 2009, and may be obtained from the Utah Department of Transportation Web site
<http://www.udot.utah.gov/go/cspooladvertisements>.

The deadline for submitting a Statement of Qualifications is 11:00 a.m. on Monday, April 27, 2009. The right is reserved by UDOT to reject any and all Statements of Qualifications.

UDOT encourages prime contractors to use Disadvantaged Business Enterprises and/or Women Business Enterprises as subcontractors where practicable. UDOT also encourages DBE/WBEs to respond to the Pool RFQ.

March 28, 2009

John R. Njord
Executive Director
Utah Department of Transportation

SOQ REQUIREMENTS SUMMARY

Preparation of SOQ's

Prepare all Statements of Qualifications in accordance with Utah Department of Transportation SOQ Requirements Summary.

SOQ Headings/Criteria

Each SOQ should contain the following sections.

1. Introduction Letter
2. Related Work Experience
3. UDOT Project Experience
4. Traffic Control & Operations
5. Scope, Schedule, Budget & Safety
6. Quality Control/Quality Assurance
7. Available Resources
8. Statewide Availability
9. Design-Build Experience
10. UDOT Contractor Rating
11. UDOT Plans, Specifications, and Processes

Sections are not required to start at the top of a page. (NOTE: The Introduction Letter should not be submitted as a separate electronic file from the rest of the SOQ, it should be the first page in the electronic file.)

Cover Page / Introduction Letter

An Introduction Letter is required. The Cover Page will need to be your Introduction Letter. The Introduction Letter will need to be addressed to Mr. Chris Potter and identify that the Contractor has read the RFQ, understands the acceptance and completion criteria, and is willing to follow all state and federal contracting requirements.

In addition, the Introduction Letter is required to include a **contact person and information** (name, title, office phone, address, email address, cell phone) in case our Pool Selection Team has questions about the submittal and as the contact on the qualified list. The letter may only be **one-page** in length.

SOQ Maximum Number of Pages

The maximum number of pages for each SOQ, not counting the one-page Introduction Letter, is **ten (10)**.

The maximum length of the Introduction Letter is **one (1)** page.

Any SOQ that exceeds the page-maximum will be considered non-responsive and disqualified.

SOQ Page Numbers

Every page shall be numbered consecutively, 1,2,3, ... 10. Please make this part of each page as a footer in the lower right hand corner. Do NOT count the Introduction Letter as page 1.

Page Footers

Page Footers are required on every page in the bottom right corner and must include the Contractor name and page number.

Margins

One Inch Margins for all 10 pages (Page Header and/or Footer information may be inside or outside of this margin boundary).

Color

Submittals may include color.

Font

Size 11 or 12 is preferred.

Script

Arial or Times New Roman is preferred.

Page Size

8½ x 11

Design

Charts, graphs, pictures, tables are acceptable but will be counted as part of page requirements and shall meet the above requirements.

Penalty Points

The Department reserves the right (through Consultant Services and/or the Pool Selection Team) to assess one Penalty Point for each instruction violation in the SOQ Requirements Summary. Our goal is not to penalize any submittal just help standardize/streamline the Pool Review Process for the Pool Selection Team.

POOL ACCEPTANCE AND COMPLETION CRITERIA

Introduction

The Utah Department of Transportation Request for Qualifications is for obtaining general and/or specific construction and engineering services for bridge collision and emergency repairs to structures on UDOT highways statewide. A Pool of General Engineering Contractors will be selected for future use on an "as needed" basis from our Bridge Collision & Emergency Repairs Pool.

Pool Selection Process

Based on the Statements of Qualifications evaluations by the Pool Selection Review Team, Contractors shall be selected for the Pool List. Contractors may also be short-listed and invited to an optional interview, if deemed necessary. Selected Contractors will be posted on UDOT's website.

Prime Contractor and Subcontractors

Both the Prime Contractor and any Subcontractors are expected to meet the same requirements on all phases of any project. UDOT reserves the right to interview and approve all subcontractors chosen by the Prime Contractor. The Department also reserves the right to determine project-by-project what percentage of work is required to be completed by the Prime Contractor.

Project Evaluations

All projects are subject to a UDOT Project Evaluation upon completion. The Department reserves the right to implement a new evaluation program during this Pool Period, if deemed necessary.

Contract and/or Modification Requirements

Selected Contractors will be required to meet current Department contracting processes. The Department also reserves the right to enforce any contracting policy or procedure changes during this Pool Period.

Insurance Requirements

Contractors agree to meet UDOT's insurance requirements. The Department reserves the right to change insurance requirements as needed during this Pool Period.

Authorization to Begin Work

Contractors shall not begin work until appropriate UDOT personnel have given them a written Notice to Proceed. Any violation of authorization to begin work (Notice to Proceed) may result in non-payment of work performed, termination of an impending contract, loss of federal funds or loss of future work with the Department.

Applicable Federal, State, and Local Regulations

It is the responsibility of each selected Contractor and Subcontractor to know, understand and comply with all state and federal contracting, project regulations, rules, policies and procedures.

Personnel/Certification Requirements

The Contractor guarantees the Department that every individual working for them is qualified through training, experience, and appropriate certification for the tasks they will be assigned for

a contract or contract modification. The Department may ask for certification of employees at any time.

Payments and Retainage Fee

It is the responsibility of every Contractor to comply with UDOT's payments and/or retention programs requirements and changes made within.

Debarment Certification

Federal Regulations require certification by prospective participants (including Contractors, subcontractors, and principals) as to current history regarding debarment, eligibility, indictments, convictions, or civil judgments. Selected Contractors will be required to certify in accordance with contract Standard Terms and Conditions on every contract, if deemed necessary by the Department.

Pool Debriefing Opportunities

Consultant Services will offer Contractors debrief information by email within 30 days of receiving an email request. Contractors will receive only their own scores and comments.

Disclosure and Disposition

Statements of Qualifications of successful Contractors shall be open to public inspection for a period of two years after the Pool selection is made. Contractor Services will maintain their Original Copy for this purpose.

Technology Requirements

It is the responsibility of the Contractor to know what technology requirements are required when doing business with the State. The Consultant will be responsible for the accuracy of the translated data and therefore, may be required to reimburse the Department for any errors that have a direct cost to the Department. Technical and Standards support will be provided to the Contractor through the Engineering Technology Services Section of the Project Development Division at UDOT. Questions or comments may be addressed to Craig Hancock, P.E., Director of Engineering Technology Services at the Utah Department of Transportation, 4501 South 2700 West, Salt Lake City, Utah 84119. Craig Hancock may be contacted at chancock@utah.gov or 801-965-4865.

Construction Certification Requirements

Inspector's Certification Program (ICP) will require all Inspectors (UDOT, Contractors, and Local Governments) working on a UDOT Project become certified and maintain certification in all courses offered. Course dates and fees will be determined at a future date. If you have further questions or comments, please contact Greg Searle, Engineer for Construction, at (801) 965-4869 or gsearle@utah.gov.

EVALUATION/SCORING CRITERIA

Interested General Contractors are to submit a Statement of Qualifications summarizing their abilities and strengths. General Contractors will be short-listed and may be invited to interview for the Pool based on the following factors, which should be contained and identified in every Statement of Qualifications submittal.

The Bridge Collision and Emergency Repairs Pool Selection Review Teams will evaluate and Score all Statements of Qualifications in accordance with the criteria and rating scale below:

Rating **0 = Not Qualified** **1 2 3 4 5 6 7 8 9** **10 = Excellent**

| Heading | Criteria | Max Points Available | Rating | Multiplier | Score |
|--|---|----------------------|--------|---------------|-------|
| First Page | Introduction Letter (one-page only) | 0 | N/A | N/A | 0 |
| 1 | Related Work Experience | 20 | | <u>X 2 =</u> | |
| 2 | UDOT Project Experience | 10 | | <u>X 1 =</u> | |
| 3 | Traffic Control & Operations | 10 | | <u>X 1 =</u> | |
| 4 | Scope, Schedule, Budget & Safety | 10 | | <u>X 1 =</u> | |
| 5 | Quality Control/Quality Assurance | 10 | | <u>X 1 =</u> | |
| 6 | Available Resources | 10 | | <u>X 1 =</u> | |
| 7 | Statewide Availability | 5 | | <u>X .5 =</u> | |
| 8 | Design-Build Experience | 5 | | <u>X .5 =</u> | |
| 9 | UDOT Contractor Rating | 10 | | <u>X 1 =</u> | |
| 10 | UDOT Plans, Specifications, and Processes | 10 | | <u>X 1 =</u> | |
| Total Points | | 100 | | | |
| Note: If a Selection Team Reviewer rates a Contractor “Not Qualified = 0”. . . . The Reviewer will be required to submit detailed comments on the Scoring Form. | | | | | |
| Comments will be made available to interested Contractors in Pool Debriefing email requests ghettrick@utah.gov . | | | | | |

SCOPE OF WORK

The purpose of this RFQ is to create a Pool of General Contractors to provide general and/or specific construction and engineering services for emergency repairs to structures. Types of emergencies may include but are not limited to:

- Collisions.
- Natural disasters (floods, earthquakes, wind storms, etc.)
- Structural emergencies (shoring, deck repairs, etc.)

Types of structures may include bridges, retaining walls, tunnels, culverts, and sign structures. Common types of work may include, but are not limited to:

- Reinforced Concrete Repairs
- Structural shoring
- Structural steel repairs
- Replacement of major components (beams, decks, etc.)
- Temporary Bridges.
- Bridge Replacements

Services may range from a phase of needed work to the entire project. The ability to provide design engineering, fabrication, traffic control and other related work is expected. Contractors who are selected for the Pool are not guaranteed their services will be required or used, only that they will be in the Pool if such services are needed.

Contractors shall be selected from the new Bridge Collision and Emergency Repairs Pool by the UDOT Structures Division. Individual contracts will be prepared and negotiated for each project, including the Scope of Work, Schedule, Quality Control Plan, and Cost Estimate. In some cases, "Design-Build" concepts may be used where the contractor develops repair techniques and/or performs their own quality control/quality assurance.

Selection of General Contractor Services from the Pool will occur in one of the two methods described below. The selection method will be determined on a project by project basis dependent on the emergency status and level of risk of each situation.

1. When a structure has been damaged to the point it is unsafe to travel on or below and immediate work needs to be done to stabilize or remove the hazard, General Contractor Services from the Pool will be selected based on the following criteria: a) Which contractor has current projects in the area with equipment and manpower and/or can mobilize manpower and equipment the fastest, b) Contractor availability and willingness to assist resulting in impacts to current work and schedules, c) If multiple Contractors meet both requirements a & b, preference will be given to the contractor that has not performed Bridge Collision & Emergency Repairs Pool work for the longest period of time in an effort to be fair and equitable.
2. When a structure has been damaged but can still be in service with limitations (i.e. shoulder and/or lane closures, load limits, etc.), or detours are available that allow for the structure to be closed, UDOT Structures Division will prepare an RFP and distribute it to everyone on the Bridge Collision & Emergency Repairs Pool. Each

Contractor on the Pool will be asked to prepare a Work Plan, proposed Schedule, Cost Proposal, Staffing Plan, Quality Control Plan, etc. as outlined in the RFP. Selection will be based on BEST VALUE and scoring criteria will be provided in the RFP. Best Value criteria are generally Cost, Schedule, Technical Expertise, Approach to Work, etc.

HEADING/CRITERIA GUIDELINES

The Heading descriptions below are guidelines only. Contractors shall have the flexibility to show capability and experience as needed for each Criteria. UDOT is not limiting the amount of pages per Heading, and it is allowable to use more than one Heading per page. However, the Department is limiting the total number of pages for the entire Statement of Qualifications to 11 pages (one-page for the Introduction Letter to Mr. Potter and 10 additional pages to address the ten headings/criteria).

Heading/Criteria No. 1 – RELATED WORK EXPERIENCE

The Contractor shall submit a summary of their related work experience (including examples of projects) in structural work, bridge construction, demolition and repairs. In particular the summary should emphasize related experience in the following areas:

- New Bridge Construction
- Deck Repairs and Replacement
- Steel Girders Erection and Repairs
- Prestressed Girder Construction and Repairs
- Shoring
- Foundations, Settlement and Slab Repairs
- Collision Repairs
- Reinforced Concrete Repairs
- Scour Mitigation
- Emergency Work

Heading/Criteria No. 2 – UDOT PROJECT EXPERIENCE

The Contractor shall submit a summary of their related work experience on UDOT projects, including dates, projects, scope, and detailed client contact information.

Heading/Criteria No. 3 – TRAFFIC CONTROL & OPERATIONS

The Contractor shall submit a summary of their understanding of the importance of traffic control and operations, their approaches to minimizing delays, and maintaining work zone safety.

Heading/Criteria No. 4 – SCOPE, SCHEDULE, BUDGET & SAFETY

The Contractor shall submit a summary of their understanding, ability, and approach to meeting project needs for Scope, Schedule, Budget, and Safety. Explain any software, training, and how you measure your performance in these areas.

Heading/Criteria No. 5 – QUALITY CONTROL & QUALITY ASSURANCE

The Contractor shall submit a summary of their understanding, ability, and approach to project quality control and quality assurance. Explain any software, training and how you monitor and oversee quality control and quality assurance.

Heading/Criteria No. 6 – AVAILABLE RESOURCES

The Contractor shall submit a summary of their current resources of labor and equipment. An organization chart of key personnel and an equipment list should also be provided. Years of service, related qualifications, certifications, licenses, and education of employees should be noted.

Heading/Criteria No. 7 – STATEWIDE AVAILABILITY

The Contractor shall submit a summary of the cities and counties that they are available to work in throughout the State of Utah. Please note offices, stations, sheds or other available places to perform work available throughout the state.

Heading/Criteria No. 8 – DESIGN-BUILD EXPERIENCE

The Contractor shall submit a summary of their related work experience and understanding of Design-Build concepts.

Heading/Criteria No. 9 – UDOT CONTRACTOR RATING

The Contractor shall submit a summary explaining their current Contractor Rating with UDOT over the past 3 years emphasizing what steps have been taken to partner with UDOT. Contractors shall explain in detail any ratings below 70. This information is available through Margaret Gish, Construction Division, (801) 965-3835 or at Margaret@utah.gov.

Heading/Criteria No. 10 – UDOT PLANS, SPECIFICATIONS AND PROCESSES

The Contractor shall submit a summary of their related work experience and understanding of UDOT Plans, Specifications, Standards, and Processes for working on UDOT Projects, Media Relations, Billing Processes, and Change Order Processes.